



**Town of Arlington, Massachusetts**  
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## Minutes 12/29/2008

### **Capital Planning Committee Meeting Minutes December 29, 2008**

**In attendance were:**

Steve Andrew  
John FitzMaurice  
Charles Foscett, Chairman  
Nancy Galkowski  
Steve Gilligan\*  
Ruth Lewis  
Anthony Lionetta  
Susan Mazzarella  
Barbara Thornton

\* Denotes those not in attendance

- **Open Meeting:** Charlie Foscett called the meeting to order. Minutes of the meeting held on December 22, 2008 were reviewed and approved with comment/corrections. Nancy Galkowski passed out various program materials on the Capital Budget and Plan. Ruth Lewis noted that there is around \$50k in balances in the Plan from old items, which have been closed. This can be applied to new items.
- **SPED Program:** Susan Mazzarella reported on the proposed in-district plan. The presentation included a pro-forma on the program, which summarizes operating costs of the in-district program and savings on the out-of-district costs. The pro-forma indicates a significant saving to the operating budget even after savings are used to offset costs. The School Department is requesting \$150k in capital to make renovations to existing spaces to create new classrooms. At this time, the proposal is to create four classrooms in the Stratton School in the lower gym. The CPC had questions on how things would work in the future years as the program ages. The CPC agree to approve the request on the basis that the program will be tracked financially.
- **School Requests:** Barbara Thornton reviewed her email (copy provided to CPC members) updating the Subcommittee recommendations on School Requests. Relative to the door replacements, this item is to be combined with a Homeland Security Grant to fund (\$90k) the replacement of the more problematic exterior doors at the High School and at Stratton. Relative to the new chiller at Peirce, the initial thought of using residual funds from Ottoson balances no longer appears to be possible.
- **Review of Capital Plan Parameters:** Charlie Foscett reviewed the overall financial framework of the Plan. Assumptions include the use of the Override Stabilization Funds to meet the prevailing annual budget requirements in 2010, followed by reductions in the annual budget in the future years. This requires reductions in the Capital Budget. Upward adjustments can be made in future years, if another override passes or the State's financial picture improves. Significant

cuts in the draft plan are required.

- **Review of Capital Items:** The Committee reviewed and discussed the Draft Plan for possible modifications in an attempt to stay within the 5% limit. Nancy Galkowski will make the discussed changes and circulate the modified plan to members.
- **Next Meeting:** The next meeting is tentatively scheduled for **January 5, 2009 @ 5PM.** This meeting may not be needed based upon the revised plan to be circulated in the interim.
- **Adjournment:** Meeting was adjourned.